

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

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**Meeting Date: September 22, 2015**

**Department**

**Submitted By: Community Services**

**Advisory Board: Citizens Advisory Committee on Health and Human Services**

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** reappointments and appointment to the Citizens Advisory Committee on Health and Human Services (CAAC/HHS) for a three (3) year term, effective October 1, 2015.

<u>Seat No.</u>	<u>Reappointment</u>	<u>Seat Requirement</u>	<u>Term Ending</u>	<u>Nominated By</u>
4	Dr. Christine Koehn	A Component of the Health & Human Services System of Care/Planning, Research and Evaluation	09/30/2018	Comm. Valeche Comm. Abrams Comm. McKinlay CAC/HHS
5	Dr. Patrick Halperin	A Component of the Health & Human Services System of Care/Planning, Research and Evaluation	09/30/2018	Mayor Vana Comm. Valeche Comm. Abrams Comm. McKinlay CAC/HHS
7	Barbara Jacobowitz	A Component of the Health & Human Services System of Care/Education	09/30/2018	Comm. Valeche Comm. Abrams Comm. McKinlay CAC/HHS Vice Mayor Berger
10	Michael E. Gauger	A Component of the Health & Human Services System of Care/Planning, Research and Evaluation	09/30/2018	Mayor Vana Comm. Valeche Comm. Abrams Comm. McKinlay Comm. Taylor CAC/HHS Vice Mayor Berger

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Term Ending</u>	<u>Nominated By</u>
1	Charles R. Palo	A Component of the Health & Human Services System of Care/Children & Family Services	09/30/2018	Mayor Vana Comm. Valeche Comm. Abrams Comm. McKinlay CAC/HHS

**Summary: (On page 3)**

**Background and Justification: (On page 3)**

**Attachments:**

1. Boards/Committee Applications
  2. Resolution No. R2013-1563
  3. Current Membership List
  4. CAC/HHS Attendance
  5. 2015-2016 Meeting Dates
- =====

**Recommended By:** 

**Department Director**

**Date** 9/2/15

**Legal Sufficiency:** 

**Assistant County Attorney**

**Date**

**II. REVIEW COMMENTS**

**A. Other Department Review:**

\_\_\_\_\_  
**Department Director**

**Summary:** The Citizens Advisory Committee on Health and Human Services consists of eleven (11) members with at least one (1) member being a resident west of the 20 Mile Bend and at least one (1) member being a representative of the Palm Beach County League of Cities. Four current members, Dr. Christine Koehn, Dr. Patrick Halperin, Barbara Jacobowitz and Michael E. Gauger are seeking reappointments. Charles (Randy) Palo is seeking to be a new appointment with the CAC/HHS. Founding members were appointed for 1, 2 and 3 year terms with subsequent terms of three (3) years. The Resolution creating the CAC/HHS requires the Executive Committee of the Citizens Advisory Committee to solicit and recommend member nominations for transmittal to the Board of County Commissioners. The Board of County Commissioners was notified by memo dated July 27, 2015, and requested to provide nominations for appointment. On August 13, 2015, the CAC/HHS Executive Committee & Regular Committee recommended that Dr. Christine Koehn (Seat #4) – A Component of the Health & Human Services System of Care/Planning, Research and Evaluation, Dr. Patrick Halperin (Seat #5) – A Component of the Health & Human Services System of Care/Planning, Research and Evaluation, Barbara Jacobowitz (Seat #7) –A Component of the Health & Human Services System of Care/Education and Michael E. Gauger (Seat #10) – A Component of the Health & Human Services System of Care/Planning, Research and Evaluation be reappointed. Additionally, the Committee recommended that Randy Palo (Seat #1) – A Component of the Health & Human Services System of Care/Children & Family Services be appointed. Countywide (HH)

**Background and Justification:** The Palm Beach County Citizens Advisory Committee on Health and Human Services was established in 1990. The committee is currently charged with assisting the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a system of care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan. The committee has the responsibility to: 1) make recommendations on an annual basis during the Financially Assisted Agency funding process regarding services and funding priorities, outcomes and contract requirements; 2) create a forum for citizen participation; 3) make recommendations to the Planning Commission and Board of County Commissioners regarding amendments to the Health and Human Services Element of the Comprehensive Plan; 4) serve as a link to local and regional health and human service planning organization; and 5) make recommendation on the collection of data necessary to analyze the health and human service needs of people in Palm Beach County. Section 163.3181 F.S. requires that the local planning agencies and local government units adopt procedures designed to provide effective public participation in the comprehensive planning process. The Citizens Advisory Committee on Health and Human Services has been designated to meet this requirement. Including the current request for appointment, the CAC/HHS is currently comprised of one (1) African American female, one (1) Hispanic female, six (6) White females, and three (3) White males. Ex-officio membership consists of two (2) African American males, one (1) African American female, one (1) White female and one (1) White male.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. **Please attach a biography or résumé to this form.***

**Section I (Department):** (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services      Advisory ☒      Not Advisory ☐

☒ At Large Appointment

or

☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years.      From: 10/01/2015      To: 09/30/2018

Seat Requirement: A Component of the Health & Human Services System of Care/  
Planning, Research and Evaluation      Seat # 4

☒ \*Reappointment

or

☐ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Koehn      Christine      Edeburn  
Last      First      Middle

Occupation/Affiliation: Executive Director

Owner ☐

Employee ☒

Officer ☐

Business Name: The Celia Lipton Farris and Victor W. Farris Foundation, Inc.

Business Address: 250 S. Australian Avenue, Suite 1403

City & State West Palm Beach, FL      Zip Code: 33401

Residence Address: \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: ( )      Business Phone: (561) 841-6360      Ext. \_\_\_\_\_

Cell Phone: ( )      Fax: (561) 841-6361

Email Address: ckoehn@farrisfdn.org

Mailing Address Preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☐ Male ☒ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

**(Attach Additional Sheet(s), if necessary)**  
**OR**

NONE

X

NOT APPLICABLE/  
(Governmental Entity)

1

**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

\_\_\_X\_\_\_ By watching the training program on the Web, DVD or VHS on \_\_\_July 16\_\_\_ 2015\_\_\_  
 \_\_\_ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Christine Foeckel Printed Name: CHRISTINE FOECKEL Date: 7/16/15

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountylethics.com](http://www.palmbeachcountylethics.com) or contact us via email at [ethics@palmbeachcountylethics.com](mailto:ethics@palmbeachcountylethics.com) or (561) 233-0724.

**Return this FORM to:**  
**{Insert Liaison Name Here}, {Insert Department/Division Here}**  
**{Insert Address Here}**

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Hal E. Valerius Date: 1/29/17

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE ☒ NOT APPLICABLE/ (Governmental Entity) ☐

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☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Christine Koehn Printed Name: CHRISTINE KOEHN Date: 7/16/15

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: S. Abrams (16) Date: 7-30-15

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE ☒ NOT APPLICABLE/ (Governmental Entity) ☐

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**  
Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Melissa McKeil Date: 7/28/15

July 16, 2015

Channell Wilkins,  
Palm Beach County Director of the Office of Community Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Mr. Wilkins,

I am writing this letter regarding my recent request to be reappointed to the Palm Beach County Citizens Advisory Committee on Health and Human Services (CAC). I am very interested in maintaining my appointment on the CAC and will provide whatever information you need to vet my request; however, I want to point out that my husband is a retired law enforcement officer and I do request that my personal information be appropriately protected from the public pursuant to Florida Statute. According to Section 119.071(4)(d)1.a. of Florida Statute, information such as his and my home addresses, telephone numbers, social security numbers, photographs and places of employment are not subject to public inspection.

Thank you in advance for your assistance with this matter. Should you have any questions about this request, please don't hesitate to contact me.

With my regards,

A handwritten signature in black ink, appearing to read "Christine E. Koehn". The signature is fluid and cursive, with the first name "Christine" being more prominent than the last name "Koehn".

Christine E. Koehn, Ph.D.



**Objective:** To apply my diverse experiences within an organization that will fully utilize my abilities.

### **Highlights of Qualifications**

- ✓ Accomplished at managing innovative grant making, with efficiency and impact.
- ✓ Skillful at working with Boards and oversight committees
- ✓ Successful with supervision of staff possessing various skill levels and skill sets.
- ✓ Experienced at working effectively individually and in teams.
- ✓ Seasoned in creating and maintaining collaboratives (e.g., funding, program design, etc.)
- ✓ Practiced in research design and implementation, database development, and data analysis.
- ✓ Adept at presentation, and publication, of information.

### **Professional Experience**

05/13 to Present The Celia Lipton Farris and Victor W. Farris Foundation (West Palm Beach, Florida)

***Executive Director***

- Work with the Foundation Board of Trustees to provide vision and leadership for the Foundation.
- Oversee Foundation's administration, including fiscal, communications, personnel, grantmaking, and information technology oversight.
- Responsible for strategic investment of Foundation funds in nonprofits aligned with the interests of the Foundation in the areas of Education and Research, Health and Well-being, and Arts and Culture (e.g., incorporating best practices, identifying impactful partnership opportunities, and engaging the community for input) as well as to evaluate the impact of strategic investments.
- Coordinate, and actively participate in, program, system, and funding community collaboratives designed to impact the areas of interest to the Foundation.

07/10 to 05/13 United Way of Palm Beach County (Boynton Beach, Florida)

***Vice President of Community Impact***

- Engaged, facilitated, and supported the Community Impact Committee, composed of 40+ key donors and community stakeholder volunteers, in strategic investment decisions and oversight.
- Responsible for strategic investment of donor dollars in nonprofits focused on Education, Income, and Health (e.g., incorporating best practices, identifying impactful partnership opportunities, and engaging the community for input).
- Developed funding opportunity announcements in alignment with funding strategies, and oversaw administration of the proposal application, review, selection and allocation process.
- Managed program monitoring and technical assistance activities.
- Assisted with organizational efforts to raise unrestricted donor dollars for investment, directly and through cross-departmental resource development activities.
- Coordinated, and actively participated in, program, system, and funding community collaboratives.
- Evaluated the impact of strategic investments.
- Supervised Department staff and the continuous quality improvement of Department activities.

01/07 to Quantum Foundation (West Palm Beach, Florida)

07/10 ***Vice President for Programs***

- Oversaw annual Foundation grant making, and supervised program staff.
- Monitored best practices in philanthropy and developed ideas for optimal Foundation impact.
- Continually reviewed and refined the Foundation's strategic grant making portfolio approach; as well as, assessed Foundation impact.
- Developed grant funding announcements consistent with the Foundation's portfolio approach.
- Managed, and participated in, the proposal selection process (funding recommendation presentations to the Board, grant monitoring, and technical assistance provision to grantees).
- Responsible for the continuous quality improvement of internal grant making processes.
- Prepared and monitored annual grants and consultation budgets; as well as, monitored payout.
- Negotiated consultation agreements, monitored contract compliance, and managed fund disbursement.
- Coordinated, and actively participated in, program, system, and funding collaboratives.
- Represented, and spoke on behalf of, the Foundation to outside organizations and the community.

11/01 to Quantum Foundation (West Palm Beach, Florida)

12/06 ***Program Officer/Senior Program Officer***

- Reviewed and selected requests for funding of Health, Education and Community Betterment programs; as well as, negotiated, constructed, and managed grant contracts to completion.
- Made recommendations to the Chief Executive Officer and Board regarding project funding.
- Managed/monitored grant contracts; as well as, independent program/system evaluations.
- Provided technical assistance to contracted agencies.
- Independently and collaboratively developed reports/publications.
- Coordinated, and actively participated in, collaboratives with various partner agencies to plan, implement, coordinate, and contract for social service programs and systems.

6/97 to Children's Services Council Of Palm Beach County (West Palm Beach, Florida)

11/01; ***Research Analyst***

1/95 to

10/96

- Developed Requests for Proposals, as well as reviewed and selected proposals, negotiated, constructed, and managed contracts to completion.
- Responsible for the evaluation of funded programs (e.g. Education, Out-of-School Activities, Special Needs, Respite, Child Abuse and Neglect Prevention/Intervention, and Family Support).
- Designed and implemented program evaluations and special interest research projects; as well as, developed data capture strategies and databases, analyzed data, and generated reports/publications.
- Developed data procedures and maintained data files.
- Participated in local, state, and national research efforts.
- Actively participated in collaborative service delivery planning and implementation efforts.
- Participated on local policy-making committees.

10/96 to Interim Services (Fort Lauderdale, Florida)

6/97 ***Outcomes Analyst***

- Managed nationwide home health care database.
- Designed, implemented, developed databases, analyzed data, and generated reports/publications for various research projects.
- Assisted in project planning and implementation.
- Assisted in organizing and facilitating advisory committee meetings.
- Conducted national training seminars and workshops.

08/91 to Florida International University (North Miami, Florida)

12/94 ***Teaching/Research Assistantship***

- Taught undergraduate psychology courses.
- Designed, implemented, analyzed data, and generated reports/publications on applied psychology research topics.
- Supervised research staff.

### **Other Professional Experience**

**Other Grant Review Participation:**

Reviewed/prioritized proposals and made funding recommendations for *County and Federal* funding initiatives.

***Grant Review Panel Chair***

08/06 Department of Health and Human Services, Administration on Children and Families, Office of Family Assistance (Leesburg, VA) - Two review panels (Healthy Families Demonstration Grants, and Promoting Responsible Fatherhood Grants)

***Grant Reviewer***

04/09 Area Agency on Aging for Palm Beach/Treasure Coast (West Palm Beach, FL) - Community Care for the Elderly/Home Care for the Elderly/Alzheimer's Disease Initiative.

06/08 Department of Health & Human Services, Health Resources and Services Administration, Bureau of Primary Health Care (Alexandria, VA) - Service Expansion in Mental Health/Substance Services for the Health Center Program.

08/04 Department of Health and Human Services, Administration on Children and Families, Children's Bureau (Washington, DC) - Discretionary Field Initiated Service Demonstration Projects in the Adoption Field.

***Grants Management Advisory Committee***

05/07 & Dixon Group (Tucson, AZ & San Diego, CA) - Provided guidance and feedback on the Administration on Children and Families proposal review process as well as contracted management of the process.

**Other:**

***Awards Judge***

03/10 to Palm Healthcare Foundation Nursing Distinction Awards (West Palm Beach, FL) – Review nominations; present interview and select nurses who have provided exemplary service to patients in Palm Beach County.

***Conference Session Proposal Reviewer***

11/09 Grantmakers in Health (Washington, DC) - Reviewed and selected session proposals for the 2010 GIH Annual Conference.

**Scholarship Judge for Community Involvement Category**

03/04 to Palm Beach Post Pathfinders of Palm Beach/Martin County Scholarship Fund (West Palm Beach, FL) -  
 03/09 Reviewed college scholarship applications; as well as, interview and select high school seniors who have performed extraordinary community service activities for college scholarships.

**Manuscript Reviewer**

07/04 Grantmakers for Effective Organizations (Washington, DC) - Reviewed *A Funder's Guide to Evaluation: Leveraging Evaluation to Improve Nonprofit Effectiveness* by Peter York (2005).

**Formal Education**

Doctor of Philosophy, Applied Psychology, 1995  
 Master of Science, Psychology, 1993  
 Florida International University, Miami, Florida

Bachelor of Science, Psychology, 1990  
 Barry University, Miami Shores, Florida

**Areas of Degree Training:**

- Research Design, Implementation, Data Analysis, and Reporting
- Social Psychology
- Memory and Cognition
- Child Development
- Industrial/Organizational Psychology (e.g. Training & Development and Personnel Psychology)
- Legal Psychology, such as Eyewitness Memory and Jury Behavior

**Additional Professional Education**

- Constituent Relationship Management. United Way Worldwide (West Palm Beach, FL), January 9 – 10, 2013.
- Product Development Process: Framing Impact Strategies as Investment Products. United Way Worldwide (Fort Lauderdale, FL), February 21 – 23, 2012.
- Advanced Grant Portfolio Analysis. The Grantmaking School (Sarasota, FL), April 22 - 24, 2009.
- Advanced Proposal Analysis: A Critical Examination of Complex Issues. The Grantmaking School (Sarasota, FL), February 20 - 22, 2008.
- Discover U Seminar. Discover Leadership Training (Houston, TX), October 26 - 28, 2007.
- Executive Seminar in Communication Skills. Buckley School of Public Speaking (Camden, SC), October 17 - 19, 2007.
- Advancing Manager Certificate. Case Western Reserve University Weatherhead School of Management (Cleveland, OH), October 2005 - June 2006.
- Leadership Palm Beach County (West Palm Beach, FL), August 2005 – June 2006.
- Art and Science of Grantmaking. Grantmakers in Health (Boston, MA), September 26 – 27, 2005.
- Fiduciary College. Stanford University Law School (Stanford, CA), May 19 - 21, 2004.
- Negotiation Skills for Effective Managers. University of North Carolina at Chapel Hill Kenan-Flagler Business School (Chapel Hill, NC), September 11-12, 2003.
- Advanced Topics in Designing and Conducting Focus Group Interviews. Richard Krueger, conducted at Children's Services Council of Palm Beach County (West Palm Beach, FL), April 28-29, 2003.

- Finance and Accounting for Non-Financial Executives. University of Washington Business School (Seattle, WA), June 17-19, 2002.
- Designing and Conducting Focus Group Interviews. Richard Krueger, conducted at Children's Services Council of Palm Beach County (West Palm Beach, FL), October 1-2, 2001.

#### **Related Skills:**

- Proficient in a variety of computer programs, including CyberGrants, GIFTs, Word, Excel, Access, PowerPoint, and various statistical programs (SPSS, BMDP, and SAS).
- Publication of information, in chapter, journal, and report formats.
- Presented information via a variety of techniques (such as seminars, workshops, and posters) to a variety of audiences (such as executives, foundation and social service professionals, child welfare advocates, government officials, university colleagues/students, and law enforcement personnel).

#### **Current Affiliations**

##### **National:**

- National Center for Family Philanthropy Issues Advisory Committee (2014 – Present)
- American Evaluation Association (1995 – Present)
- American Psychological Association (1991 – Present)
  - Child, Youth, and Family Services (Division 37, APA)
  - American Psychological Legal Society (Division 41, APA)
- Association of Psychological Science (1991 – Present)

##### **Local:**

- Palm Health Care Foundation Community Investment Committee (2013 – Present)
- United Way of Palm Beach County Community Impact Committee (2013 – Present); Community Impact Evaluation Subcommittee – Chair (2014 – Present)
- Palm Beach County Board of County Commissioners Citizens Advisory Committee (2012 – Present)
- Palm Beach County Education Funders Collaborative – Founding Co-Chair (2012 – Present)
- Oral Health Coalition of Palm Beach County (2007 – Present) – Founding Co-Chair (2007-2009); Prevention & Education Subcommittee – Chair (2007-2009)
- Palm Beach County Community Health NETWORK Committee (2008 – Present)
- School District of Palm Beach County Wellness Promotion Steering Committee (2007 – Present)
- Leadership Palm Beach County – Annual Civic Engagement Project Committee (2006 – Present) - Co-Chair (2006-2010)
- Florida Funders Application Executive Committee – Founding Chair (2007 – 2013)
- PBC COUNTS Executive Committee (2008 – 2013); Founding Chair (2008 – 2010)
- Palm Beach County Disaster Recovery Coalition Executive Committee (2010 – 2013)
- Palm Beach County Community Food Alliance Advisory Committee (2010 – 2012)
- Palm Beach County Coalition for Children (2000-2010) – Board member (2007 – 2009); Founding Chair, Scholarship Committee (2006-2010)
- Kids@Home/Turtle Nest Village (2008-2009) – Executive, Finance, & Consolidation/Closure Committees, Board of Trustees

### Publications

- Koehn, C., Thompson, R., Authier, K., and Bosco, M. (2001). Palm Beach County Child Abuse and Neglect System Redesign: Initial Process Evaluation. *Journal of Child and Family Studies*, 10(2), 245-254.
- Koehn, C. and Thompson, R. (2000). Palm Beach County child abuse and neglect pilot project: Initial evaluation. *Proceedings of the 12<sup>th</sup> Annual Research Conference*. Tampa: University of South Florida.
- Koehn, C. and Fisher, R. (1999). Using Cognitive Interviewing to construct facial composites. In D. Canter and L. Alison (Eds.), *Interviewing and Deception* (Vol. 2). Ashgate: Dartmouth.
- Koehn, C. and Gray, M. (1999). Fitting the pieces together: Integration and privatization of systems. *Proceedings of the 11<sup>th</sup> Annual Research Conference* pp.65-68). Tampa: University of South Florida.
- Koehn, C. and Fisher, R. (1996). Memory enhancement techniques and facial composite construction. *Psychology, Crime, and Law*, 3, 215-224.
- Palo, R. and Koehn, C. (1996). Education in Palm Beach County. In *The State of the Child in Palm Beach County*. West Palm Beach: Children's Services Council of Palm Beach County.

### Presentations

- Koehn, C., Fox, C., Glass, R., May, T. (2010, March). *Improving Access to Primary Care in a Reforming Environment*. Panel presentation at the Grantmakers in Health Annual Meeting 2010, Orlando, FL.
- Napolitano, J., Koehn, C., Keller, K., Wilson, B., & Wright, T. (2006, February). *School-based Health Centers: What Every Funder Should Know*. Panel presentation at the Grantmakers in Health Annual Meeting 2006, Phoenix, AZ.
- Koehn, C., Bernstein, S., Levine, M., & Adler, Alison. (2006, January). *The Power of Partnerships*. Panel presentation at the Donors Forum of South Florida 2006 Spring Meeting, Boynton Beach, FL.
- Koehn, C., Bernstein, S., Spielberger, J. Nisson, D., & Passell, M. (2004, February). *Integrating Behavioral Health into School Health*. Site visit for the Grantmakers in Health Annual Meeting 2004, Hollywood, FL.
- Koehn, C., Dyal, D., & Hawkins, S. (2003, February). *Innovations in Preventive Care Access: A Case Study of Immunization as Effective Prevention*. Panel presentation at the Grantmakers in Health Annual Meeting 2003, Los Angeles, CA.
- Goldstein, H., Koehn, C., Westberry, P., Callam, F., Prutisto, L., & Bernstein, S. (2002, May). *Why Wait? Prevention Instead of Intervention*. Panel presentation at the Ruth Rales Jewish Family Service South Florida Conference of the Family, Boca Raton, FL.
- Gray, M., Koehn, C., Olshansky, O., Elofson, A., & Bosco, M. (1999, October). *Fitting the Pieces Together: Privatization and Integration of Child Welfare Services*. Paper presentation at the 1999 CWLA Southern Region Training Conference, Miami, FL.
- Koehn, C. and Thompson, R. (1999, July). *Palm Beach County child abuse and neglect project: Initial evaluation*. Poster session presentation at the Boys Town National Conference on At-Risk Youth and Families, Boys Town, NE.

- Bosco, M., Koehn, C., Olshansky, O., Elofson, A., & Gray, M. (1999, March). *Empowering families through innovation in child welfare services*. Paper presentation at the SED Network 4<sup>th</sup> Annual Children's Services Regional Training Conference, Pensacola, FL.
- Koehn, C. and Thompson, R. (1999, February). *Palm Beach County child abuse and neglect pilot project: Initial evaluation*. Poster session presentation at the University of South Florida FMHI 12<sup>th</sup> Annual Research Conference, Clearwater, FL.
- Koehn, C. and Gray, M. (1998, March). *Fitting the pieces together: Integration and privatization of systems*. Poster session presentation at the University of South Florida FMHI 11<sup>th</sup> Annual Research Conference, Tampa, FL.
- Koehn, C. (1995, July). *Overview of the E-Fit and Mac-A-Mug Pro computer composite generation systems*. Seminar presentation to the Metro-Dade Police Department, Miami, FL.
- Koehn, C. (1994, March). *How effective are computerized facial composites?* Poster session presentation at the 8th Annual Florida Conference on Cognition, Perception, Sensation, Language, and Action Conference, Florida Atlantic University, Boca Raton, FL.
- Koehn, C. (1992, October). *Overview of the Mac-A-Mug Pro computer composite generation system*. Paper presentation at the 33<sup>rd</sup> Annual Florida State Division of the International Association for Identification Training Seminar, Miami, FL.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.*

**Section I (Department):** (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services      Advisory ☒      Not Advisory ☐

☒ At Large Appointment      or      ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years.      From: 10/01/2015      To: 09/30/2018

Seat Requirement: A Component of the Health & Human Services System of Care/  
Planning, Research and Evaluation      Seat # 5

☒ \*Reappointment      or      ☐ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Halperin      Dr. Patrick      Joseph  
Last      First      Middle

Occupation/Affiliation: Law Enforcement/Mental Health

Owner ☐      Employee ☒      Officer ☐

**Business Name:** Palm Beach County Sheriff's Office

**Business Address:** 3228 Gun Club Road

City & State West Palm Beach, FL      Zip Code: 33406-3001

**Residence Address:** \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: ( )      Business Phone: (561) 688-4404-      Ext. \_\_\_\_\_

Cell Phone: ( )      Fax: (561) 688-3758

Email Address: halperinp@pbso.org

Mailing Address Preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

**Minority Identification Code:**      ☒ Male      ☐ Female  
☐ Native-American      ☐ Hispanic-American      ☐ Asian-American      ☐ African-American      ☒ Caucasian



**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>

_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE ☒ 11/27/15 NOT APPLICABLE/ (Governmental Entity) ☒ 11/27/15

**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS on 7/14 20 15  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Patrick J. Halperin Printed Name: Patrick J. Halperin Date: 7/14/15

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

**Return this FORM to:**  
 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: [Signature] Date: \_\_\_\_\_

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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(Attach Additional Sheet(s), if necessary)  
OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Patricia Valente Date: 7/27/15

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE

☒ 7/27/15

NOT APPLICABLE/  
(Governmental Entity)

☒ 7/27/15

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AND

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\*Applicant's Signature: Patrick J. Halperin Printed Name: Patrick J. Halperin Date: 7/14/15

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{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: S. Abrams 9/6 Date: 7-30-15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/> 7/27/15	NOT APPLICABLE/ (Governmental Entity)	<input checked="" type="checkbox"/> 7/27/15

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Melissa McDaniel Date: 7/28/15

July 14, 2015  
3228 Gun Club Road  
West Palm Beach, Florida 33406  
561-688-4404  
[halperin@palmbeach.org](mailto:halperin@palmbeach.org)

Mr. David Rafaidus, Senior Planner  
PALM BEACH COUNTY BOARD OF COMMISSIONERS  
Department of Community Services  
810 Datura Street  
West Palm Beach, Florida 33401

Dear Mr. Refaidus:

In response to an honorable opportunity I am submitting my application and credentials for re-appointment to the Advisory Board on Health and Human Services.

I have always believed in the participation of all citizens in their governance and look at this opportunity to continue to bring all my abilities to the successful concept of helping to make our county a safer and healthier place than any other in the country. In submitting my resume and application again I am acknowledging the needs to continue the efforts I previously experienced as first an *ex-officio* and then as a member of the board.

My background has been highlighted by numerous positions in private and public entities involved in improving the delivery of services to the community. They include project supervision and management positions in large consulting firms working in the criminal justice and health care fields as well as government executive on the state and local levels.

I have succeeded in acquiring doctorates in Public Administration and Education and am currently seeking a master in Psychology at Lynn University where I'm also an adjunct professor of Criminal Justice.

It would be my privilege to continue to serve our county.

Sincerely,



Patrick J. Halperin, Ph.D., Ed.D.

## **Experience**

**April 2007 – Present PALM BEACH COUNTY SHERIFF'S OFFICE, FL.**  
**MANAGEMENT SERVICES BUREAU**

- Analyst/Archivist
- Operations research and analysis
- Labor Relations -Developing union mandated promotional exams.
- COMPSTAT Administrator - Accountability/Oversight for operations
- Operations management, inspections, standards, and planning.
- Worked with private sector infrastructures to develop integrated asset security plans which are coordinated with overall homeland security problems, and other NGO's and government functions.
- Analyze intelligence information and coordinate with investigative agencies.

**2006 COUNTRYWIDE LENDING Oakbrook Ter., IL.**

**Account Executive**

- Mortgage Lending

**1993–2009 JUSTICE RESEARCH INSTITUTE Chicago, IL.**

**President**

- Implemented national training program for criminal justice agencies to assist with their development of human resources deployment.
- Conducted analysis of several criminal justice agencies including security studies for the physical facilities of the Cook & Will county sheriff's offices. This included reviewing the security needs for the court and jail units and implementing changes to enhance their safety while permitting reasonable access.
- Developed publishing capability including treatise on police scheduling.
- Developed and implemented new police scheduling system for Chicago Police Department.
- Conducted international education projects by bringing students to foreign countries to study criminal justice systems for comparative analysis.

**1991–2006 CHICAGO POLICE DEPARTMENT Chicago, IL.**

**Detective**

- Violent Crimes Special Victims Unit – Investigate domestic violence incidents including crimes against children and the elderly.
- Federal Task Force – directed to investigate narcotics inventory thefts within the Chicago Police Department.

**Police Agent – Internal Affairs – Special Investigations Unit –**

- Investigate criminal and administrative violations including public integrity matters.
- Coordinate with local state and federal agencies investigating department members

**Tactical Officer – Plain clothes and under cover operations directed toward**

street gangs, drugs, guns and violent crimes.

Patrol Officer

PATRICK J. HALPERIN    page 2

1983–1984                      COOPERS & LYBRAND                      Chicago, IL.

**Regional Manager of Government Consulting**

- Developed and implemented marketing program for eight state region.
- Prepared project proposals and performed consulting activities.
- Served on internal national criminal justice committee to identify current and future trends in security and criminal justice matters.

1977–Present                      PATRICK HALPERIN & ASSOC.    Chicago, IL.

**President- Private Consulting Practice**

- Transportation Consulting – Intermodal rating, reciprocity, prorate, operations reviews, international, federal and state regulations.
- Provided consulting services including contract management in information systems health research, and education.
- Criminal justice and government administrative studies.

1973-1977                      STATE OF ILLINOIS

**Assistant Secretary of State**

- Three divisions including *Information technology/operations review, state archives/records management, and state library.*
- Developed systems for law enforcement coordination and transportation.
- Internal operations reviews, systems development and organizational analysis services.

1971-1973                      CITY OF CHICAGO

**Director of Operational and Information Services - Department of Water and Sewers/, Chief Systems Engineer - City Data Center.**

- Staff advisor to the commissioner.
- Managed and administered data systems services
- Directed operational reviews of service bureaus.

1969-1971                      TOUCHE ROSS AND COMPANY

**Consultant**

- Developed local and state criminal justice systems for five states and local government agencies. Developed information systems plans including operational modifications for corrections in five states. Managed systems development and implementation projects.
- Conducted financial and operations audits of large corporate clients including insurance, retailing, and government.

**Education**

- **2013- Attending    Lynn University                      Boca Raton**  
                                 MS. Clinical Psychology
- **2002-2006            Loyola University                      Chicago**  
                                 Ed.D., Curriculum and Instruction  
                                 **Dissertation – Anti-Terrorism Practitioner Protocol**
- **1995-1997            Governors State University    University**  
                                 Park, IL.

PATRICK J. HALPERIN page 3

- 1977-1980 American International University Phoenix, AZ.  
Ph.D., Public Administration  
M.A., Public Administration
- 1971-1975 Eastern Illinois University Charleston, IL.  
BA-BOG Management/Criminology

## Teaching

1997-1978 Adjunct Oakton Community College Skokie, IL.

1988-2010 Gust Lecturer Loyola Chicago

2007-2010 Adjunct Lewis University Romeoville, IL.

Courses designed:

- COMMUNITY CORRECTIONS - Stevens, Dennis J., 2006, *Community corrections-an applied approach*, Pearson Education, Upper Saddle River, NJ.
- COMPARATIVE CRIMINAL JUSTICE SYSTEMS – Dammer, H. R. and Fairchild, E., 2006, Wadsworth.

2007-2010 Adjunct Capella University Minneapolis, MN.

Courses Designed:

- CRIMINOLOGY – Siegel, L., 2006, *Criminology*, Thompson, CA.
- CRIMINAL JUSTICE STATISTICS – Multiple texts.

2008 (Fall) Adjunct University of Illinois Chicago – Comparative CJ Systems

2013-curr. Adjunct Lynn University – Boca Raton – Criminal Justice

## Associations and Committees

- Board Member *Alzheimer Community Care* PBC
- Executive Board *Transition from Jail to Community* project.
- Committee Member Palm Beach County Citizens Advisory Committee on Health Human and Services
- Former Commissioner/Vice-Chair Florida Retirement Board
- International Association of Chiefs of Police
- Florida Sheriffs Association
- Former President and current Board Member of West Side WPD Kiwanis Club
- Member Illinois Attorney General Transition Committee - 2004.
- Member Illinois Academy of Criminology. 1992-2007
- Former member and chair, Cook County Board of Corrections.
- Participant Implementation of Illinois Office of State Comptroller
- Former chair of Cook County Advisory Committee on Criminal Justice.
- Former committee member Illinois Law Enforcement Commission– Information Systems.
- Former Deputy Commissioner of Police – Monee, Illinois.
- Former member Sheriff's advisory committee – Will County.
- Attended FBI National Training Conference – Anti-Terrorism 2005.



- Certified Law Enforcement Officer in Illinois and Florida.

**Patrick J. Halperin Page 4**

**References**

Peter B. Bensinger, President, Bensinger Dupont Associates, 135 N. LaSalle Street, Chicago, Il. 60602. 312-807-0500. Former DEA Director.

Michael Hoke, Assistant Deputy Superintendent Internal Affairs (ret.), Chicago Police Department, 5326 South Shore Drive, Chicago, Illinois 60615-5708, 773-550-0653.

Michael Gauger, Chief Deputy, Palm Beach County Sheriff, 3228 Gun Club Road, West Palm Beach, Fl. 33406, 561-685-7160.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. **Please attach a biography or résumé to this form.***

**Section I (Department):** (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services      Advisory ☒      Not Advisory ☐

☒ At Large Appointment      or      ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years.      From: 10/01/2015      To: 09/30/2018

Seat Requirement: A Component of the Health & Human Services System of Care/  
Education      Seat # 7

☒ \*Reappointment      or      ☐ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation      ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Jacobowitz      Barbara      Helene  
Last      First      Middle

Occupation/Affiliation: Health Services Administration Department Chair and Professor

Owner ☐      Employee ☒      Officer ☐

**Business Name:** Keiser University

**Business Address:** 2085 Vista Parkway

City & State West Palm Beach, FL      Zip Code: 33411

**Residence Address:** 106 Greenwood Court

City & State Royal Palm Beach      Zip Code: 33411

Home Phone: (561)798-2297      Business Phone: (561) 471-6000      Ext. 106

Cell Phone: (561)329-2942      Fax: (561) 471-7849

Email Address: bjacobowitz@keiseruniversity.edu

Mailing Address Preference: ☐ Business      ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

**Minority Identification Code:**      ☐ Male      ☒ Female  
☐ Native-American      ☐ Hispanic-American      ☐ Asian-American      ☐ African-American      ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



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☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS on 7/16 2015  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Barbara H. Jacobowitz Printed Name: Barbara H. Jacobowitz Date: 7/16/15

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Return this FORM to:  
{David Rafaidus}, {Community Services Department}  
{810 Datura Street, West Palm Beach, FL 33401}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Keith Valero Date: 7/29/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>

(Attach Additional Sheet(s), if necessary)  
OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



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{David Rafaidus}, {Community Services Department}  
{810 Datura Street, West Palm Beach, FL 33401}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

S. Abrams (16)

Date:

7-30-15

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Revised 01/14/2014

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
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{810 Datura Street, West Palm Beach, FL 33401}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Melissa McKelvey Date: 7/28/15

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>
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**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Mary Lou Bager Date: 9/8/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 01/14/2014

## **Barbara H. Jacobowitz, M.S. in Public Health**

106 Greenwood Court

cell (561) 329-2942

Royal Palm Beach, FL 33411

[bjacobowitz1@gmail.com](mailto:bjacobowitz1@gmail.com)

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### **Health Care Management and Grantsmanship**

*35 years Industry Experience + 15 years as Executive Director +*

*14 years as Trustee of Palm Healthcare Foundation*

Accomplished healthcare professional with 35 years experience in managing and overseeing health and human service not-for-profit entities including the authorship and implementation of millions of dollars of successful grant applications; facilitation of numerous strategic planning, team building and outcome evaluation training for various audiences; and appointment by former Attorney General Bob Butterworth to the Board of Palm Healthcare Foundation to represent the community perspective for the distribution of millions of dollars to support local health and human service programs.

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### **Professional Experience**

#### **Keiser University, West Palm Beach, Florida**

*Health Services Administration Program Chair, March 2011 - Present*

*Adjunct Faculty, Health Services Administration Program, September 2010 – March 2011*

Began as adjunct faculty and promoted to full-time Program Chair with administrative responsibilities. Taken 35 years of health and human services administrative experience and incorporated the "real world" into the curriculum of HSA courses. Evaluated by students as "outstanding" at completion of the majority of all courses taught. Received approval to have Bachelor's level HSA classes on campus which began in the Fall of 2014. Supervise two adjunct professors; teach all associates level classes and developed curriculum for all bachelor's level classes. Member of the Steering Committee for SACS Accreditation and Chair of the Academic Faculty portion of the upcoming SACS Self - Assessment. Grew HSA student population from under ten students to forty-five students on campus and online from March 2011 to the present.

**Treasure Coast Health Council, Inc., Palm Beach Gardens, Florida**

*Executive Director, July 1996 – February 2010.*

Local Health Council not-for-profit as defined in Florida Statutes and included health planning and grants administration responsibilities for a five-county area. Under contract with the Florida Department of Health and the Florida Agency for Healthcare Administration, wrote successful grant applications and implemented programs that took the agency from a \$110,000 annual budget to over \$5 million within the first two years of my tenure.

- Responsible for all agency operation including the oversight of financial operations, human resources (including the development of job descriptions and personnel policies and procedures, agency benefits, etc) and programmatic operations (maintaining HIPAA standards, operating the Ryan White programs and others).
- Marketed the agency to receive additional funding to improve the health of the community residents including evaluation contracts for major federal and state grant programs.
- Assisted in the development of the first Diabetes Research and Education Center in the Mollie Wilmot Center on the campus of St. Mary's Hospital.
- Responsible for health advocacy efforts on identified issues, such as HIV/AIDS and Diabetes, with the local government, Florida State legislative members/staff and Congressional members/staff.

**Health and Human Services Planning Association of Palm Beach County, Inc.**

**West Palm Beach, Florida** *Director of Planning, 1992 – 1996.*

Responsible for providing planning and strategic support to Board designated health and human service agencies.

- Established the HIV Services Planning Council; authored the initial \$3.5 million grant proposal; developed the original operating policies and procedures.
- Principal researcher and author of numerous documents including needs assessments on non-institutional home care needs, domestic violence programs, HIV/AIDS programs, and homelessness.

**Additional Professional Experience includes:**

1991 - 1992 Vice President, Lobell & Associates Consulting



1989 – 1991 Health and Human Services Planner, Palm Beach County Department of  
Community Services

1987 – 1989 Planning and Development Coordinator, Hospice By The Sea, Inc.

1983 – 1986 Director of Health Planning, District IX Health Council, Inc.

*Additional Information Available Upon Request*

#### **Journal Articles**

*The Treatment of Batterers*, On Call: The Journal of the Palm Beach County Medical  
Society, October, 1994.

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#### **Awards**

- **1995 Certificate of Appreciation presented by the Palm Beach County Board of County Commissioners** in recognition of outstanding contribution in establishing the Palm Beach County HIV Services Planning Council.
  - **2007 Commitment to Community Award presented by the Palm Beach County Healthcare Workforce Partnership** for work in the development of programs for people living with diabetes.
  - **2007 Heroes in HIV/AIDS presented by the Redemptive Life Church on World AIDS Day** for work in developing programs for People Living with HIV/AIDS in Palm Beach County.
- 

#### **Current Affiliations**

- **Secretary (Officer); Past Chair – Community Investment Committee for 14 years; Current Chair of the Responsive Grants Subcommittee; Elected Trustee of Palm Healthcare Foundation after leaving position that guaranteed a permanent seat on the Trustee roster.**
- **Past Chair, Florida Diabetes Leadership Alliance Board of Directors.**
- **Past Chair, Citizen's Advisory Committee on Health and Human Services to the Palm Beach County Board of County Commissioners.**
- **Alumni, Leadership Palm Beach County, Class of 2000.**

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### Education

**1982, MS in Public Health** with a concentration in Health Administration and Planning, University of Massachusetts at Amherst. Public Health Traineeship Recipient. Internship at Springfield Municipal Hospital.

**1980, BA in Political Science**, State University of New York at Stony Brook. Graduated Cum Laude. New York State Regent's Scholarship Recipient.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. **Please attach a biography or résumé to this form.***

**Section I (Department):** (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 10/01/2015 To: 09/30/2018

Seat Requirement: A Component of the Health & Human Services System of Care/  
Planning, Research and Evaluation Seat # 10

☒ \*Reappointment or ☐ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Gauger Michael E.  
Last First Middle

Occupation/Affiliation: Palm Beach County Sheriff's Office – Law Enforcement

Owner ☐ Employee ☒ Officer ☐

Business Name: Palm Beach County Sheriff's Office

Business Address: 3228 Gun Club Road

City & State West Palm Beach, FL Zip Code: 33406

Residence Address: \_\_\_\_\_

City & State \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address Preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
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_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
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**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Michael Gauger Printed Name: Michael Gauger Date: 23 July 2015

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Shelley Yana Date: \_\_\_\_\_

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Revised 01/14/2014

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AND

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{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Joe A. Valente Date: 7/29/15

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Revised 01/14/2014

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{Insert Address Here}

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Commissioner's Signature: S. Abrams (16) Date: 7/30/15

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Revised 01/14/2014

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NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input checked="" type="checkbox"/>
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**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

<input checked="" type="checkbox"/>	By watching the training program on the Web, DVD or VHS on	<u>23 July</u>	<u>2015</u>
<input type="checkbox"/>	By attending a live presentation given on	_____	20____

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Michael Gauger Printed Name: Michael Gauger Date: 23 July 2015

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Melisse McKinley Date: 7/28/15

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE ☐

NOT APPLICABLE/  
(Governmental Entity) ☒

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**AND**

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\*Applicant's Signature: Michael Gauger Printed Name: Michael Gauger Date: 23 July 2015

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Return this FORM to:

{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature]

Date: 8/24/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014



**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
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(Governmental Entity)

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☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Michael Gauges Printed Name: Michael Gauges Date: 23 July 2015

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Return this FORM to:

{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Mary Lou Berger Date: 9/8/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014



## *Palm Beach County Sheriff's Office*

**Chief Deputy MICHAEL E. GAUGER**

Departments of Law Enforcement Operations and Corrections Operations  
Headquarters, Palm Beach County Sheriff's Office  
3228 Gun Club Road  
West Palm Beach, Florida 33406-3001  
Since April 2010



### ACADEMIC EDUCATION/PROFESSIONAL TRAINING:

- 2008 Barry University, Miami Shores, FL; Ellen Whiteside McDonnell School of Social Work - Master of Social Work
- 2006 Harvard University, Cambridge, MA; John F. Kennedy School of Government - Senior Executives in State & Local Government
- 2004 Barry University - Bachelor of Liberal Studies
- 1997 US Dept of Justice, Office of Community Oriented Policing Services, San Diego, CA - Problem Oriented Policing Consortium
- 1996 Leadership Palm Beach County
- 1994 Michigan State University, East Lansing, MI; School of Criminal Justice - Community Policing Seminar
- 1989 University of Louisville, Louisville, KY; Department of Justice Administration, College of Arts and Sciences, The Southern Police Institute - Administrative Officers' Course (81<sup>st</sup> Session)
- 1985 Palm Beach Junior College; Corrections Officer Certification (Law Enforcement to Corrections Officer Crossover)

### PREVIOUS MAJOR DUTY ASSIGNMENTS:

<u>FROM/TO</u>	<u>ASSIGNMENT</u>
4/2010-Present	Chief Deputy (Executive Oversight) for all Law Enforcement and Corrections; PBSO
1/2006-4/2010	Director (Colonel), Departments of Law Enforcement and Corrections Operations; PBSO
1/2004-1/2005	Special Projects Coordinator; Palm Beach County Housing Authority, Inc., WPB
2/2004-1/2005	Homicide Investigator/Cold Case Investigations; Office of the State Attorney, 15 <sup>th</sup> Judicial Circuit, WPB
3/2003-1/2004	Division Commander (Major); Investigative Services Division, PBSO
1998-3/2003	District Commander (Captain); Districts 4 & 1 (Boynton Beach, Delray Beach & Boca Raton; West Palm Beach)
1997-2004	Adjunct Professor; St. Petersburg Junior College, Florida Regional Community Policing Institute
1996-1997	Guest Lecturer; Palm Beach County Community Oriented Policing Association
1994-1998	Unit Commander (Lieutenant); Community Oriented Policing Unit, PBSO
1993-1994	Supervisory Agent (Sergeant); Organized Crime Bureau, PBSO
1992-1993	Unit Supervisor (Sergeant); US Dept of Treasury, Bureau of ATF & PBSO Violent Crimes Task Force
1991-1992	Supervisory Agent (Sergeant); Organized Crime Bureau, PBSO
1986-1991	Supervisory Agent (Sergeant); Tactical Street Crimes Unit, PBSO
1985-1986	District Administrative Supervisor (Sergeant); District 3 (North County Region), PBSO
1985	Supervisory Patrol Officer (Sergeant); Palm Beach International Airport
1984-2003	Adjunct Professor; Palm Beach Community College, Criminal Justice Institute, Lake Worth
1983-1984	Unit Supervisor (Detective Sergeant); District 5 (West County Region), PBSO
1977-1983	Criminal Investigator (Detective); Detective Bureau, PBSO
1975-1977	Patrol Officer (Deputy Sheriff); Uniform Division, PBSO
1974-2003	Substance Abuse Counselor/Facilitator; Pride Integrated Services, Inc., WPB
1974-1975	Agent; Vice/Narcotics Bureau, PBSO
1973-1974	Tactical Patrol Officer (Deputy Sheriff); Uniform Division, PBSO
1971-1973	Patrol Officer (Deputy Sheriff); Uniform Division, PBSO
1970-1971	Special Deputy Sheriff; Vice/Narcotics Bureau, PBSO

Chief Deputy Michael E. Gauger

#### PROFESSIONAL LICENSES:

Certified Instructor; Florida Commission on Criminal Justice Standards & Training  
Certified Instructor; US Justice Department, Washington, D.C. (Ethics and Integrity "Train the Trainer")

#### PROFESSIONAL ORGANIZATIONS/ACTIVITIES:

1971-Present Member; Past-President; Past-District Director; Past-State Lodge Director - Fraternal Order of Police  
1973-Present Member; Past-Regional Director; Past-Agency Representative - Palm Bch County Police Benevolent Association  
1991-Present Board Member; Past-Chairman, Executive Board of Directors; Past-Vice President - Fern House, Inc., WPB  
1996-2006 Past & Founding Member - Palm Beach County Countywide Community Revitalization Team, WPB  
2004-Present Executive Board of Directors - Pride Integrated Services, Inc., Palm Beach County  
2006-Present Board Member - Families First of Palm Beach County, Inc., WPB  
2007-Present Executive Board Member - Palm Beach County Citizens Advisory Committee on Health and Human Services  
2007-Present Executive Board Member - Palm Beach County Criminal Justice Commission, Criminal Justice, Mental Health & Substance Abuse Planning Council  
1997-2004 Adjunct Professor; St. Petersburg Junior College, Florida Regional Community Policing Institute  
1996-1997 Guest Lecturer; Palm Beach County Oriented Policing Association  
1974-2003 Substance Abuse Counselor/Facilitator; Pride Integrated Services, Inc., WPB  
1984-2003 Adjunct Professor; Palm Beach Community College, Criminal Justice Institute, Lake Worth

#### AWARDS AND HONORS:

2005 Special Award; U.S. Department of Housing and Urban Development, Office of Inspector General  
2003 Distinguished Service Award; CRA Westgate-Belvedere Homes  
2000 Award; Florida Department of Highway Safety & Motor Vehicle, Bureau of Driver Education Programs  
1998 & 2000 Rotarian of the Year; Rotary International  
1997 Certificate of Appreciation for Outstanding Community Service; United Way  
1997 Achievement Award; National Association of Counties  
1997 Paul Harris Fellow; Rotary International  
1996 Achievement Award; Palm Beach County Planning & Zoning-Revitalization Team  
1996 Distinguished Service Citation; Royal Palm Beach Rotary Club  
1995 Red Ribbon Award; Partnership for Drug Free Community  
1995 Certificate of Appreciation; Urqahart Street Crime Watch Association  
1995 Certificate of Appreciation; Palm Beach County Solid Waste Authority, Great Florida Cleanup  
1994 Jefferson Award for Public Service (Nominee)  
1993 Certificate of Appreciation; U.S. Department of Treasury, Bureau of Alcohol Tobacco & Firearm  
1990 Community Service Award; Palm Beach Post  
1971-1990 Citation for Distinguished Service; Westgate Home & Property Owner's Association  
1989 Certificate of Appreciation for Outstanding Service; Palm Beach County Housing Authority, Inc.  
1988 Certificate of Appreciation; U.S. Department of Treasury, Bureau of Alcohol Tobacco & Firearm  
1987 Citation for Outstanding Service; City of Greenacres  
1986 Outstanding Law Enforcement Award; South Florida Fair & Exposition  
1985 Certificate of Appreciation; U.S. Department of Treasury  
1977 Citation for Outstanding Service; City of Greenacres  
1970-Present Memoranda/Letters of Commendations (PBSO; Other LE Agencies; Organizations; Public)

#### COMMUNITY AFFILIATIONS:

1990-Present Member; BYKOTA-Unity Lodge #333, Greenacres  
1993-Present Member; Scottish Rite of Freemasonry, Valley of Lake Worth  
1993-Present Member; Past-President; Past-Rotarian of the Year; Rotary International, Royal Palm Beach  
1994-Present Member; Amara Shrine, Palm Beach Gardens  
2006-Present Member; Kiwanis Westside West Palm Beach

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. **Please attach a biography or résumé to this form.***

**Section I (Department):** (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 10/01/2015 To: 09/30/2018

Seat Requirement: A Component of the Health & Human Services System of Care/  
Children & Family Services Seat # 1

☐ \*Reappointment or ☒ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Palo Charles Randall  
Last First Middle

Occupation/Affiliation: Director of Community Planning & Partnerships

Owner ☐ Employee ☒ Officer ☐

**Business Name:** Children's Services Council of Palm Beach County

**Business Address:** 2300 High Ridge Road

City & State Boynton Beach, FL Zip Code: 33426

**Residence Address:** 5401 Oakmont Village Circle

City & State Lake Worth, FL Zip Code 33463

Home Phone: (561)967-2884 Business Phone: (561)740-7000 Ext. 2196

Cell Phone: (561)889-7341 Fax: \_\_\_\_\_

Email Address: Randy.palo@cscpcb.org

Mailing Address Preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

**Minority Identification Code:** ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
R2014 0863	Youth Services	Head Start Match	6/3/2014-9/30/2019
R2014 0958	Drowning Prevention Coalition	Drowning Prevention Initiative	10/1/2014-9/30/2015

(Attach Additional Sheet(s), if necessary)

OR

NONE

☐

NOT APPLICABLE/  
(Governmental Entity)

☒

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☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Charles Randall Bibo Printed Name: Charles Randall Bibo Date: 7/19/15

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Shelley Yarnall Date: \_\_\_\_\_

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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R2014 0958	Drowning Prevention Coalition	Drowning Prevention Initiative	10/1/2014-9/30/2015

(Attach Additional Sheet(s), if necessary)

OR

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NOT APPLICABLE/  
(Governmental Entity)

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\*Applicant's Signature Charles Randall Bilo Printed Name: Charles Randall Bilo Date: 7/19/15

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**Return this FORM to:**

{Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Pat A. Valocchi Date: 7/29/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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NOT APPLICABLE/  
(Governmental Entity)

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**AND**

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\*Applicant's Signature Charles Randall Printed Name: Charles Randall Date: 7/19/15

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**Return this FORM to:**

{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: S. Abrams Date: 7-30-15

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Revised 01/14/2014

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS on 7/19 2015  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature Charles Rendell Printed Name: Charles Rendell Date: 7/19/15

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

**Return this FORM to:**

{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Melissa McKinley Date: 7/28/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014



# Charles Randall Palo

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## Office

2300 High Ridge Road  
Boynton Beach, FL 33426  
(561) 740-7000 ext. 2197  
E-mail: [Randy.palo@cscpb.org](mailto:Randy.palo@cscpb.org)

## Home

5401 Oakmont Village Circle  
Lake Worth, Florida 33463  
(561) 967-2884  
E-mail: [paylow@bellsouth.net](mailto:paylow@bellsouth.net)

## PROFESSIONAL EXPERIENCE

2001 - Present      Children's Services Council of Palm Beach County  
West Palm Beach/Boynton Beach, Florida

2015-present      Director of Community Planning & Partnerships

Responsible for building and managing partnerships with planning and funding bodies, government agencies, community leaders, and organizations to advance and refine policy, advocacy and planning issues impacting children and families; exploring resource development and revenue maximization opportunities; and participating in national and state-level pilot/demonstration projects.

2012-2015      Director of Program Performance

Responsible for management of department that ensures contract accountability and assesses program performance. Monitored and managed funded programs' budget and recommended revisions as necessary for maximum use of funds. Led process of requesting, reviewing and approving program proposals for new funding initiatives.

2001-2012      Director of the Resource Development Initiative

Responsible for the management and coordination of all resource development activities, bringing additional funding and resources into Palm Beach County to support the funding priorities of the Children's Services Council of Palm Beach County and the United Way of Palm Beach County. Negotiated funding arrangements with state agencies to draw down federal funding for local match funds. Facilitated collaborations, developed proposals, researched grant opportunities, and wrote grants. Provided basic and advanced grant seeking/writing training. Through public/private collaborations, targeted grant seeking and writing, and efforts to maximize revenues from all sources, generating more than \$10 million each year in federal, state and foundation funding for human services in Palm Beach County.

1996 - 2000                      Palm Beach County Health Care District  
West Palm Beach, Florida

Title                              Assistant School Health Administrator

Instrumental in the creation of the county's school nurse program which placed a nurse in every public school in the county. Facilitated collaboration of public and private organizations; interviewed, hired and assigned school nurses; negotiated and monitored contracts; and wrote grant applications.

1990 - 1996                      Children's Services Council of Palm Beach County  
West Palm Beach, Florida

Title                              Lead Program Specialist/Contract Manager

Responsible for program development, program evaluation and community planning. Reviewed and evaluated proposals for funding of children's programs; negotiated budgets and contracts with funded agencies; monitored program performance and provided technical assistance as needed for successful implementation of programs; developed evaluation models, collected and analyzed data in order to write program evaluations; as Lead Program Specialist reviewed all program evaluations and oriented new staff; participated in community planning and organizational restructuring; functioned as liaison to School District of Palm Beach County.

1987 - 1989                      Ashtabula - Geauga Training and Employment Consortium  
Ashtabula, Ohio

Title                              Youth Program Developer

Responsible for delivery of employment and training services to economically disadvantaged youth. Planned goals, programs, and budgets; reviewed program proposals, negotiated and wrote contracts with schools and other service providers; designed and implemented new job preparation programs for disadvantaged youth; wrote grant applications.

**EDUCATION**

1994                              Master of Public Administration  
Florida Atlantic University

1986                              Bachelor of Science in Education  
Bowling Green (Ohio) State University

July 19, 2015

David Rafaidus, Senior Planner  
Palm Beach County Board of County Commissioners  
Department of Community Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear David:

Please accept the attached application and resume for appointment to the Citizens Advisory Committee on Health and Human Services (CAC). I believe that my 25 year residency in Palm Beach County, all of which has involved working in the health and human services field, has given me a comprehensive understanding of the system of local service provision and the unmet needs that exist.

In my 21 years at the Children's Services Council and 4 years at the Health Care District, I have always been involved in collaborative efforts with state and local governmental agencies, non-profit organizations, and foundations. Such activities as the writing of the State of the Child report, the creation of the countywide school nurse program, writing numerous funding proposals, reviewing hundreds of proposals for funding from non-profit organizations, participation in disaster recovery efforts, negotiating hundreds of contracts, including the contract between Palm Beach County and CSC for match funding of Head Start, all have brought me in contact with aspects of the health and human service system of care.

Please let me know if you require any further information. I look forward to working with your office in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy Palo", with a long horizontal flourish extending to the right.

Randy Palo

RESOLUTION NO. R- 2013-1563

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R-2001-0913; PROVIDING FOR THE CITIZENS ADVISORY COMMITTEE ON HEALTH AND HUMAN SERVICES**

**WHEREAS**, the Florida Statutes and the Florida Administrative Code recognize the importance of citizen participation in the development and evaluation of comprehensive plans; and

**WHEREAS**, the Board of County Commissioners of Palm Beach County, Florida, established the Citizens Advisory Committee on Health and Human Services on November 13, 1990, pursuant to Resolution R-90-1978; and

**WHEREAS**, Resolution R-90-1978 was subsequently amended by Resolutions R-93-317 and R-99-54, which were repealed and replaced by Resolution R-2001-0193; and

**WHEREAS**, there is a need to further amend the resolution pertaining to the Citizens Advisory Committee on Health and Human Services to more clearly define the Committee's roles and responsibilities and bring the resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R-2013-0193; and

**WHEREAS**, repealing and replacing Resolution R-2001-0193, pertaining to the Citizens Advisory Committee on Health and Human Services, will simplify future reference.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:**

1. **Repeal and Replacement of Prior Resolution:** Resolution R-2001-0913 is hereby repealed and replaced with the following:

**Section 1. Creation of the Palm Beach County Citizens Advisory Committee on Health and Human Services.** There is hereby established an Advisory Committee to be known as the "Palm Beach County Citizens Advisory Committee on Health and Human Services" herein referred to as the "Committee."

**Section 2. Mission Statement.** The mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

**Section 3. Roles and Responsibilities.** The Committee shall have the following roles and responsibilities:

- A. To make recommendations on the collection of data necessary to analyze the health and human service needs of the people of Palm Beach County.
- B. To create a forum for citizen participation for all phases of the Health and Human Services Element of the Palm Beach County Comprehensive Plan development and amendment process. Further, the Committee shall make recommendations to the Planning Commission and the Board of County Commissioners regarding amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, and shall review the implementation status of the Health and Human Services Element of the Comprehensive Plan on an annual basis.
- C. To create a forum for citizen participation, the Committee shall specifically provide for consumer, minority and affected party input on an issue by issue basis to allow for those affected to be involved in the Committee's activities.
- D. To make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, outcomes and contract requirements.
- E. To serve as a link to local and regional health and human service planning organizations. Linkages may include ex-officio member appointments of the Committee, participation in other agency planning processes, and multi-agency task forces to resolve specific problems. Further, all agencies and staff within the auspices of the Board of County Commissioners shall provide data, information and such support as reasonably required, and shall otherwise work in cooperation with the Committee in pursuing the Board of County Commissioner's health and human service goals, objectives and policies. The purpose of such linkages is to facilitate the Committee in achieving its mission.
- F. Submit an annual narrative report to the Agenda Coordinator. The form, substance and submittal dates for annual narrative reports are established by PPM-CW-O-060.
- G. To perform such other duties as may be required from time to time assigned by the Board of County Commissioners.

**Section 4. Membership.** The Committee shall be comprised of eleven (11) members. The total membership of the Committee shall, at a minimum, represent the components of the Health and Human Services System of Care: public health, physical health, behavioral health, developmental services, children and family services, adult and elderly services, education, recreation, workforce development, municipalities, business and economic development, planning/research & evaluation, transportation, and housing. All members must reside in Palm Beach County at the time of appointment and while serving on the Board, and have knowledge of at least one component of the System of Care. Membership shall be representative of the racial, ethnic and geographic diversity of Palm Beach County. At least one member shall be a resident of west of 20 mile bend. At least one member shall be a representative of the Palm Beach County League of Cities. At least one member shall be a representative of the Florida Department of Health in Palm Beach County.

- A. Appointment. Members shall be appointed at large by the Board of County Commissioners, and serve for staggered terms of three (3) years, with a limit of three (3) consecutive terms. Terms shall begin on October 1st, and end on September 30th.

Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits.

- B. Member Nominations. The nomination process shall begin ninety (90) days prior to the expiration of a member's term, or immediately in the event of an unplanned vacancy. The Board of County Commissioners shall be notified and requested to provide nominations for committee appointment. The Palm Beach County Health Department and the Palm Beach County League of Cities will each be requested to submit a nomination. Nominees submitted by the Committee, the Palm Beach County League of Cities, the Palm Beach County Health Department and individual Commissioners will be transmitted to the Board of County Commissioners. An approved board appointment form, with attached resume, must be completed for all nominees prior to transmittal.
- C. Ex-officio Members. Ex-officio members may be appointed by a majority vote of the Committee, or as directed by the Board of County Commissioners, for the purpose of assisting the Committee in achieving its mission.
- D. Conflict of Interest. Members shall be governed by the applicable provisions of Florida Code of Ethics for Public Officers and Employees and the applicable provisions of the Palm Beach County Code of Ethics.
- E. Compensation. Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and available as set forth in PPM CW-O-038. Approval Authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009. No other expenses will be reimbursable except documented long distance telephone calls to the liaison County department.
- F. Attendance. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

**Section 5. Officers.** A chair and vice-chair shall be elected by a majority vote of the Committee and shall serve for a term of one year, but not to exceed two consecutive terms in any one office. The duties of the chair shall be to:

- (A) Call Committee meetings and organize the agenda for the same;
- (B) Preside at committee meetings;
- (C) Establish subcommittees, appoint subcommittee chairs, and charge subcommittee with specific tasks;
- (D) Serve as primary liaison with staff; and
- (E) Perform other functions as the committee may assign.

The vice-chair shall perform the duties of the chair in the chair's absence and such other duties as the chair may assign.

If a vacancy occurs in the office of the chair, then the position shall be assumed by the vice-chair for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the Committee.

Any officer may be removed from office by a majority vote of the Committee whenever the best interest of the Committee and public would be served.

**Section 6. Meetings.** The Committee shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

A. Subcommittees. The Committee will conduct its business through one (1) standing sub-committee, the Executive Committee, and ad hoc sub-committees, work groups, and other appropriate forums as needed. The Executive Committee will consist of the Officers, the Immediate Past Chair, a representative whose residence is west of 20 mile bend and a representative of the Palm Beach County League of Cities. The purpose of the Executive Committee is to review and evaluate matters arising between regular Committee meetings, and to solicit and recommend member nominations for transmittal to the Board of County Commissioners. Ad hoc sub-committees shall be chaired by a Committee member.

B. Conduct of Meetings. All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Committee shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 7. Administration.** Staff for the Committee shall be provided through the Department of Community Services.

**Section 8. Uniform Policies and Procedures of Advisory Boards.** The Committee shall be subject to the uniform policies and procedures established by the Board of County Commissioners for Advisory Boards as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners.

- II. **Effective Date.** The provisions of this resolution shall become effective upon approval of the Board of County Commissioners.

The foregoing Resolution was offered by Commissioner Taylor, who moved its adoption. The motion was seconded by Commissioner Berger, and upon being put to a vote, the vote was as follows:

Commissioner Steven L. Abrams, District 4	-	<u>Aye</u>
Commissioner Priscilla A. Taylor, District 7	-	<u>Aye</u>
Commissioner Hal R. Valeche, District 1	-	<u>Aye</u>
Commissioner Paulette Burdick, District 2	-	<u>Aye</u>
Commissioner Shelly Vana, District 3	-	<u>Aye</u>
Commissioner Mary Lou Berger, District 5	-	<u>Aye</u>
Commissioner Jess R. Santamaria, District 6	-	<u>Aye</u>

The Chair thereupon declared the Resolution duly passed and adopted this 5th day of November 2013.

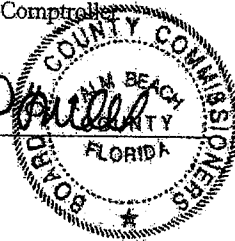
APPROVED AS TO FORM  
LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk & Comptroller  
Palm Beach County

By: [Signature]  
County Attorney

By: [Signature]  
Deputy Clerk







## PALM BEACH COUNTY, FLORIDA

### CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES

#### Membership & Appointment Date Information

<u>SEAT:</u>	<u>CURRENT MEMBER:</u>	<u>APPOINT DATE:</u>	<u>EXPIRE DATE:</u>
1.	John Bartosek	12/18/2012	09/30/2015
2.	Sharon Greene, <i>Health Dept. Rep.</i>	11/05/2013	09/30/2016
3.	Barbara Cox Gerlock, Ph.D.	11/05/2013	09/30/2016
4.	Christine Koehn, Ph.D.	12/18/2012	09/30/2015
5.	Patrick Halperin, Ph.D., Ed.D	01/13/2015	09/30/2015
6.	Elizabeth Hernandez Cayson	11/05/2013	09/30/2016
7.	Barbara Jacobowitz	10/02/2012	09/30/2015
8.	Anne Gerwig, <i>League of Cities Rep.</i>	10/01/2014	09/30/2017
9.	Sandra G. Chamblee, <i>Glades Representative</i>	11/05/2013	09/30/2016
10.	Chief Deputy Michael G. Gauger	04/10/2007	09/30/2015
11.	Pamela Gionfriddo	10/01/2014	09/30/2017

**CAC COMMITTEE MEMBERS**  
**ATTENDANCE COMPLIANCE TRACKING FORM – TALLIED January, 2015 to December, 2015**  
**Citizens Advisory Committee on Health and Human Services**

CAC MEMBERS	JAN. Regular 1-8-15	FEB. Regular 2-12-15	MAR. Regular 3-12-15	APRIL Regular 4-9-15	MAY Regular 5-14-15	JUNE Regular 6-11-15	JULY Regular 7-9-15	AUG. Regular 8-13-15	SEPT. Regular 9-10-15	OCT. Regular 10-8-15	NOV. Regular 11-12-15	DEC. Regular 12-10-15
BARTOSEK, John (Seat 1)	Yes	Yes	Yes	Yes	Yes	Yes						
GREENE, Sharon (Seat 2)	Yes	Yes	Yes	Yes	Yes	Yes						
COX GERLOCK, Dr. Barbara (Seat 3)	Yes	Yes	Yes	Yes	Yes	Yes						
KOEHN, Dr. Christine (Seat 4)	Yes	Yes	Yes	Yes	Yes	Yes						
HALPERIN, Dr. Patrick (Seat 5)	n/a	Yes	Yes	Yes		Yes						
HERNANDEZ CAYSON, Elizabeth (Seat 6)	Yes	Yes	Yes	Yes	Yes							
JACOBOWITZ, Barbara (Seat 7)	Yes	Yes	Yes	Yes	Yes	Yes						
GERWIG, Anne (Seat 8)	Yes	Yes	Yes	Yes	Yes	Yes						
CHAMBLEE, Sandra (Seat 9 / Glades Rep.)		Yes	Yes	Yes	Yes							
GAUGER, Chief Deputy Michael (Seat 10)	Yes	Yes	Yes		Yes	Yes						
GIONFRIDDO, Pamela (Seat 11)	Yes	Yes		Yes		Yes						

**CAC Ex- Officio COMMITTEE MEMBERS**

**ATTENDANCE COMPLIANCE TRACKING FORM – TALLIED January, 2015 to December, 2015**  
**Citizens Advisory Committee on Health and Human Services**

[illegible]

**JANUARY 2015 – JANUARY 2016**  
**Palm Beach County**  
**CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES (CAC/HHS)**  
**(Adopted Meeting Schedule)**

**Schedule of Regular CAC/HHS Committee Meetings**  
**and \*Reserved or \*Executive Committee Meetings Dates (\* if necessary)**

**LOCATION: 810 DATURA STREET, WEST PALM BEACH, FL (BASEMENT CONFERENCE ROOM)**  
**(Special Meetings may be held at a different time and/or location)**

<b>DATE</b>	<b>TIME</b>	<b>MEETING</b>
January 8, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
January 22, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
February 12, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
February 26, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
March 12, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
March 26, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
April 9, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
April 23, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
May 14, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
May 28, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
June 11, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
June 25, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date

July 9, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
July 23, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
August 13, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
August 27, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
September 10, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
September 24, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
October 8, 2015	9:00 a.m.	Annual Meeting
October 22, 2015	9:00 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date
November 12, 2015	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
November 26, 2015	No Meeting	<i>Thanksgiving Day Holiday</i>
December 10, 2015	9:00 a.m.	Reserved CAC/HHS Annual Meeting
December 24, 2015	No Meeting	<i>Due to the Holidays</i>
January 14, 2016	9:00 a.m.	Citizens Advisory Committee/HHS (CAC/HHS) Regular Mtg.
January 28, 2016	8:30 a.m.	*Citizens Advisory Committee/HHS (CAC/HHS) *Reserved Mtg. Date

*Revised 10/21//2014 by DMR (10:03 am)*

*Adopted by CAC on November 13, 2014*